



OFFICE OF THE  
WATER POLLUTION  
CONTROL AUTHORITY

# TOWN OF VERNON WATER POLLUTION CONTROL AUTHORITY

8 PARK PLACE, VERNON, CT 06066  
Tel: (860) 870-3699  
Fax: (860) 870-3584

APPROVED

## MINUTES WATER POLLUTION CONTROL AUTHORITY CONFERENCE CALL MEETING

April 23, 2020

7:30 p.m.

Attendees: Ken Boynton, Gordon Gibson, Carina Hart, Kevin Kearney and Andrew Tedford. Also present: Robert I. Grasis, Director, Water Pollution Control; Steve Boske, Assistant Director, Water Pollution Control; Matthew Daskal, Financial Analyst

### CALL TO ORDER

The meeting was called to order by the Chairman at 7:31 p.m.

### PUBLIC COMMENT

None.

### MINUTES OF THE WPCA CONFERENCE CALL MEETING HELD ON MARCH 26, 2020

Mr. Gibson, seconded by Ms. Hart made a motion that the Water Pollution Control Authority accepts the minutes of the March 26, 2020 meeting as distributed. The motion passed (4-0-1) with Chairman Tedford abstaining.

Mr. Grasis asked to add Sewer Bill Refunds under Additional Items.

### UPDATE ON TREATMENT FACILITY UPGRADE

Mr. Grasis updated the Authority and answered questions. He reported that Building Committee meetings and Bi-monthly Progress meetings took place virtually and contractors have been at work in most buildings. Specifically, contractors are finishing work in the Filter Building; three of the five IFAS walls have been poured in Aeration Tank #5; the demolition contractor is taking out old steel structures in the new secondary sludge holding tanks; the abatement contractor has been working on the solids handling building and they have finished work in Aeration tanks 1 & 2; the electrical contractor is preparing the North Substation to be offline and they are working in other parts of plant as needed. Also, the construction schedule will be delayed for approximately nine weeks due to COVID-19 pandemic because mechanical equipment will not be available for the final clarifiers. Mr. Grasis said that the delay will not affect the phosphorus milestone for April 2021 and the contract completion date will be moved from December 2022 to February 2023. Mr. Grasis reported that Methuen hired an additional project manager this month. Discussion took place relative to critical path schedules, milestone schedules, and proposed work on the clarifiers. Mr. Grasis said that he will send the Authority the executive summary from the project manager next week. Mr. Boynton asked about construction change orders. Mr. Grasis explained that Tighe & Bond vet the change orders and are good about protecting the Town's interest and to making sure the changes are fair.

RECEIVED  
VERNON TOWN CLERK  
20 JUN -5 AM 9:03

DISCUSSION AND ACTION REGARDING SEWER BILLS AS RELATED TO GOVERNOR LAMONT'S EXECUTIVE ORDER NO. 7S AND EXECUTIVE ORDER NO. 7W

Mr. Grasis presented an overview of the Executive Orders and informed the Authority about the choices surrounding towns have made. He recommended the option of extending the due date for the April 1, 2020 sewer use bills to July 1, 2020. Those eligible for the extension would be required to complete the Application for Municipal/Quasi-Municipal Tax Relief Deferral Program Mr. Grasis explained. Mr. Daskal answered questions relative to the application and the July 1st due date. Discussion took place. Mr. Tedford, seconded by Mr. Boynton, made a motion that the Water Pollution Control Authority on April 23, 2020 hereby approves participation in a Deferment Program which shall offer eligible taxpayers, businesses, nonprofits and residents a deferment of ninety (90) days of any sewer rate charges for such charge from the time that it became due and payable. Eligible taxpayers, businesses, nonprofits, and residents are those that attest to or document significant economic impact by COVID-19, and/or those that document they are providing relief to those significantly affected by the COVID-19 pandemic. The motion passed unanimously (5-0-0).

PLANT SUMMARY

Mr. Boske reported that March was a great month; kilowatt hours and natural gas were down compared to last year at this time; septage was up approximately 100,000 gallons compared to last year. Mr. Grasis updated the Authority on current activities which included: the Town Council and Mayor approved the WPC budgets with no changes; electrical equipment for Campbell and Tankerhoosen pump stations will be delivered in May; the Mayor signed the SSES and Exit 66/67 feasibility study; the plant foreman position is still open; COVID-19 procedures have been implemented at the treatment facility; and a tree from property owned by Vernon Gardens fell and damaged the outside shroud of the south substation. Also, letters were sent to residents that are serviced by the Campbell Avenue and Tankerhoosen Road pump stations asking them not to flush any type of wipes into the sewer. Mr. Grasis reported that emails were sent to Food Preparation Establishments outlining proper shut down instructions for grease traps if the establishment is closed and the trap is not in use. Discussion took place relative to the suspension of the flow monitoring due to the Governor's orders.

BUSINESS OFFICE REPORT

Mr. Daskal reported that, to date, the collection rate is approximately 70% for the April billing. He explained that more solid data regarding the collection rate will now be available because of the new software and data can be analyzed from the past three billing cycles.

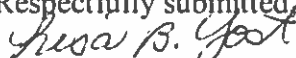
ANY ADDITIONAL MATTERS

Mr. Grasis provided background and answered questions. Mr. Tedford, seconded by Mr. Boynton, made a motion that due to overpayment the WPCA offers a refund to Account #4517 in the amount of \$810.00. The motion passed unanimously (5-0-0). Mr. Tedford, seconded by Ms. Hart, made a motion for a refund of \$232.94 to Account #3701 as the result of overpayment. The motion passed unanimously (5-0-0).

Mr. Boske informed the Authority that a legal notice advertising the Town of Vernon's Notice of Permit Application must be published as required by DEEP, so that the treatment facility can continue to discharge treated wastewater. It was the consensus of the Authority to have the legal notice published.

ADJOURN

Mr. Tedford, seconded by Ms. Hart made a motion to adjourn. The motion passed unanimously (5-0-0) and the meeting was adjourned at 8:36 p.m.

Respectfully submitted,  


Lisa B. Yost, Secretary Water Pollution Control